

80-155

DCI SCHEDULING ITEM

DATE RECEIVED: 30 May 80

DATE OF EVENT: Thursday, 4 Sept 80

1. INFORMATION REGARDING THE APPOINTMENT:

SUSPENSE: 6 June 1980

- a. Source: Lee Smith, VP of Gov't Relations at Drexel Univ.,
- b. Type of event: Address by DCI - topic of own choosing
- c. Special occasion: Philadelphia Chapter of Military Order of World Wars & Union League
- d. Date/Time: Thursday, 4 September 1980
- e. Location: Lincoln Hall, Philadelphia, PA
- f. Significant info: _____

2. SCHEDULE:

		<i>Sep Schedule open</i>		
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3. RECOMMENDATIONS:

	Schedule	Regret	Remarks
AIDE		<i>OK</i>	
PA	<i>XX</i>	<i>XX</i>	<i>If we go to Phila - 10 other groups will want you too!</i>
EA		<i>XX</i>	<i>No - need to go other places first</i>

4. DCI DECISION:

a. SCHEDULE _____ NO _____ SEE ME _____

b. ADDITIONAL ATTENDEES _____

c. PASS TO: DDCI _____ D/DCI/IC _____ D/DCI/NI _____ OTHER _____

5. AIDE FINAL ACTION:

No formal reply necessary -

advised by CB

verbally.

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ROUTING AND TRANSMITTAL SLIP ^{Date} 30 May 1980

TO: (Name, office symbol, room number, building, Agency/Post)	Initials	Date
1. <input type="text"/>		
2. SA/DCI		
3.		
4.		
5.		

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

I believe the attached memorandum is self-explanatory. I would be happy to reply to Smith if you wish me to do so.

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, office symbol, room number, building, Agency/Post)	Room No.—Bldg.
<input type="text"/> Associate Coordinator for Academic Relations	7G31/Hqs
	Phone No.

5041-102

OPTIONAL FORM 41 (Rev. 7-76)
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80-7163

NFAC #3898/80

29 May 1980

MEMORANDUM FOR THE RECORD

Lee Smith, Vice President in charge of Governmental Relations at Drexel University, phoned me at 5 pm today to extend an informal invitation to the DCI to speak on "a subject of his choosing" on 4 September. The location would be Lincoln Hall in Philadelphia, the sponsor would be the Union League, and the audience would be made up of members of the Philadelphia Chapter of the Military Order of World Wars (largest chapter in the US) and members of the Union League. Smith requested an early response and, if the DCI accepts the proposal, a formal written invitation to him will follow promptly. Smith's phone numbers are Area Code 215-895-2700-01-02-03-04.

STAT

Associate Coordinator for
Academic Relations and
External Analytical Support

Copies to:

STAT

Mr. Hetu

10-33 1 20 1980

LS